

NOTICE*Sar utha ke jyo!***HDFC Life Insurance Company Limited**
CIN : L65110MH2000PLC128245**Registered Office:** 13th Floor, Lodha Excelus, Apollo Mills Compound, N.M. Joshi Marg,
Mahalaxmi, Mumbai 400 011

Ph: 022-67516666, Fax: 022-67516861,

Email: investor.service@hdfclife.com, Website: www.hdfclife.com

Information on deduction of Tax at Source on Final Dividend for FY 2020-21

- 1) Members may note that the Board of Directors at their meeting held on Monday, April 26, 2021, have recommended a final Dividend of ₹ 2.02 per equity share of face value of ₹ 10/- each for FY 2020-21, subject to approval of the shareholders at the 21st Annual General Meeting ("AGM") to be held on Monday, July 19, 2021. The final dividend will be paid to the members holding shares of the Company as on the **Record Date i.e. Thursday, July 1, 2021**, for determining the eligibility of members for payment of final dividend.
- 2) The dividend income is taxable in the hands of the members, and thus the Company is required to deduct Tax at Source ("TDS") from the final dividend to be paid to the members as per the rates prescribed in the Income-Tax Act, 1961 ("IT Act"). To enable the Company to apply the correct TDS rates, members are requested to furnish prescribed documentation on the website of Registrar and Transfer Agent ("RTA") i.e. KFin Technologies Private Ltd. at <https://ris.kfintech.com/form15/default.aspx> or e-mail signed scan copies of the documents to einward.ris@kfintech.com on or before Thursday, July 1, 2021. A detailed communication alongwith the list of documents in this regard, was separately sent to the members via email, whose e-mail IDs were registered with the DPs/ RTA and the same is also made available on the website of the Company at <https://www.hdfclife.com/about-us/Investor-Relations>.
- 3) Members (in case they are resident shareholders) are requested to note that in case their Permanent Account Number ("PAN") is not registered or PAN is invalid or PAN is not linked with Aadhaar, or where resident shareholder has not complied with provisions of Section 206AB of the IT Act, the tax will be deducted at a higher rate of 20%. Those members holding shares in dematerialized form and whose PAN is not registered are requested to contact their respective Depository Participants ("DP"), and members holding shares in physical form are requested to send e-mail to einward.ris@kfintech.com.
- 4) Members are also requested to intimate changes, if any, pertaining to their name, postal address, email Id, mobile number, PAN, mandates, nomination, power of attorney and bank details (including name of the bank and branch details, bank account number, MICR code, IFSC code), etc. to their respective DPs in case the shares are held in dematerialized form, and to RTA in case the shares are held in physical form by writing to einward.ris@kfintech.com.

No communication on the tax determination/ deduction shall be entertained post working hours on Thursday, July 1, 2021.

For HDFC Life Insurance Company Limited

Sd/-

Narendra GanganGeneral Counsel, Chief Compliance Officer
& Company Secretary

Date: June 15, 2021

Place: Mumbai